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6-17-44 3
WAR FOOD ADMINISTRATION
Office of Distribution
Washington 25, D. C.

October 27, 1944

CIVILIAN FOOD REQUIREMENTS BRANCH MEMORANDUM NO. B-12

To: Regional Directors
From: William C. Ockey, Chief
Civilian Food Requirements Branch
Subject: Preservation of Foods by Freezing

While the community food preservation program, outlined in Civilian Food Requirements Branch Memorandum No. B-1, Revision 1, dated June 17, 1944, does not limit our food preservation activities to canning, our emphasis up to the present time has been placed on that method. This was because communities, starting out with limited funds, had established centers equipped only for canning. They, however, planned to include other food preservation facilities as time and money permitted. During the past year a number of schools, institutions and communities have shown growing interest in preservation by freezing and many of them are planning to add this service. In some instances plants have already been set up which provide for quick freezing facilities, locker space, slaughter pens, chill rooms and other related services.

It is recognized by the Office of Education, the Extension Service, Farm Credit Administration, a number of universities and others actively participating in the freezing program that there will be rapid expansion of that program upon the release of critical materials now needed for war purposes. It is the feeling of these groups that in order to insure the sound development of the program, communities, schools and institutions will need to be properly informed regarding requirements for setting up and operating freezer locker plants. In many communities educational programs have already been launched to meet this need.

In view of the fact that a number of the plants now in operation serve as outlets for commodities purchased with Section 32 funds and that additional plants will serve as potential outlets for such commodities, we feel that we should cooperate with these agencies and groups in furthering the sound development of this program. Moreover, requests for assistance made to our food preservation specialists in the field emphasize the need for expanding our services in this regard.

In order that our food preservation specialists may be able to cooperate in this development, technical material is being assembled for their use. This material includes authoritative instructions on processing

foods by freezing and information on the general principles of the construction and operation of freezer locker plants and cold storage facilities. Until such time as this material is released by this office and food preservation specialists have received the necessary training in its use, no attempt should be made to render assistance in the field of preservation by freezing. This restriction does not preclude their participation in food preservation meetings where the development of the freezing program may be considered in that it is necessary that they keep informed of the trends in the several States comprising their regions.

In accordance with our previously established policy our services will be given at the request of agencies or groups responsible for the operation of non-profit community plants and such schools or institutions as are preserving food for school lunch purposes or welfare needs. In working with other agencies, recognition must be given to their interest and respective areas of responsibility and it must be borne in mind that our activities should supplement and not supplant those of other agencies. The activities of our food preservation specialists may include:

1. Participation at food preservation meetings of community groups, schools and institutions planning to install freezer locker or cold storage facilities.
2. Cooperation with the Office of Education, Extension Service, universities and colleges interested in conducting workshops for training State leaders and plant supervisors.
3. Assistance to plant supervisors in processing for school lunch and welfare needs foods purchased under our price support program.

Since the construction of freezer locker plants is costly and involves highly technical engineering principles, the services of consulting engineers and suppliers of equipment should always be recommended to community groups, schools and institutions planning such construction. In no instance should Office of Distribution food preservation specialists assume responsibility for designing a plant or installing equipment; nor should they assume the responsibility for promoting the development of a freezer locker plant in any community. They, however, may indicate the factors to be considered in planning for and constructing freezer locker plants and point out the sources of needed information.

William C. C. [unclear]

